



**SURGICAL NURSE I,  
CORRECTIONAL FACILITY**  
**Final Filing Date: Continuous**

**OPEN – SPOT**

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER -** Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

**EXAMINATION BASE**      OPEN - DEPARTMENTAL SPOT FOR:    **SEE ATTACHED INSTITUTIONS**  
  
DEPARTMENT OF CORRECTIONS AND REHABILITATION

(Indicate in Block No. 1 of your application the location where you wish to establish eligibility. Candidates may only establish eligibility in one location. Persons who file for more than one location will be processed for the location nearest their residence as indicated on the application.)

**WHO SHOULD APPLY**      Applicants who meet the minimum qualifications as stated below and who have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing periods for this examination are: **January – June and July – December**. Applications will not be accepted on a promotional basis.

**HOW TO APPLY**      Submit Examination Application (Std. Form 678) to:

<b>By mail with:</b>	<b>or</b>	<b>In person with:</b>
<b>Department of Corrections and Rehabilitation Selection Services Section P.O. Box 942883 Sacramento, CA 94283-0001 (916) 322-2545</b>		<b>Department of Corrections and Rehabilitation Selection Services Section 1515 “S” Street, Room 522-N Sacramento, CA 95814 (916) 322-2545</b>

If you are personally delivering your application(s), you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Selection Services Section.

**NOTE:** Only applications with an original signature will be accepted.

**APPLICATION DEADLINE/ REQUIREMENTS**      Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

**SALARY RANGE(S)**      **Range A: \$5,846.14 - 6,653.14\*    Per month**  
**Range B: \$6,258.14 - 7,146.14\*    Per month (with inmate supervision)**

**\*This salary range includes pay differential enhancements to the base salary as authorized December 1, 2005, and applies to all Surgical Nurse I, CF appointed to Adult Institutions and Division of Correctional Health Care Services only.**

**Additionally, R&R Bonuses are offered at all Adult Institutions as indicated below:**

- \$1,500 (one-time payment) – upon completion of one qualifying pay period (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).
- \$1,500 (one-time payment) – upon completion of six consecutive qualifying pay periods (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).
- \$1,000 (one-time payment) – upon completion of 18 consecutive qualifying pay periods (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).

**Base Salary**  
**Range A:** \$4,634.00 – \$5,441.00    Per month  
**Range B:** \$5,046.00 – \$5,934.00    Per month (with inmate supervision)

**Alternate Range Criteria**  
**Range A:** This range shall apply to incumbents who do not meet the criteria for payment in Range B.  
**Range B:** This range shall apply to incumbents in positions approved by the Department of Personnel Administration's and the State Personnel Board's staff as having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates, wards or resident workers who substantially replace civil service employees for a total of at least 173 allocated hours of inmates', wards', or resident workers' time per pay period. This range may also apply to employees in positions approved by the Department of Personnel Administration's staff as having direct supervisory responsibility over incumbents who meet the conditions stated above. Exception: Employees in classes that are eligible for the Institutional Worker Supervision Pay (IWSP) Differential shall not be eligible for Alternate Range B.

**BENEFITS**

- Deferred Compensation Plans (Savings pool, 401k and 457 plan)
- \$100 monthly Bilingual Differential Pay
- 75% Reimbursement of Van Pool, \$65 maximum per month (\$100 primary driver)
- 75% Reimbursement of Public Transit Passes, \$65 maximum per month
- Flexible work hours (Management discretion)
- Pre-tax parking (Where applicable)
- Fourteen (14) paid holidays
- Generous paid vacation/sick leave or annual leave
- Jury duty/military/bereavement leave
- Health, Dental, Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
- Pre-retirement death benefit
- Dependent Care Program
- Long Term Insurance (CalPERS)

BENEFITS (CONTINUED)	<ul style="list-style-type: none"><li>• Home Loan Program (CalPERS)</li><li>• Legal Services</li><li>• Employee Assistance Program</li><li>• Work and Family Advisory Committee</li><li>• Evening and Night Shift Differential Pay</li><li>• \$200 and 40 hours annually on Continuing Education Units</li><li>• Up to \$450 annual Uniform Allowance</li><li>• Reimbursement of License Renewal Fees (Actual Cost)</li><li>• California Public Employees' State Safety Retirement System (Exempt from paying into Federal Social Security System)</li><li>• Educational funding may be available through the following programs (Contact a Health Care recruiter for additional information):<ul style="list-style-type: none"><li>❖ Federal Loan Repayment Program, administered by the National Health Services Corporation</li><li>❖ Health Professions Education Foundation Scholarship and Loan Repayment Program</li><li>❖ State Registered Nurses Scholarship Program</li></ul></li></ul>
MINIMUM QUALIFICATIONS	<p><b>License:</b> Possession of a current license as a registered nurse in California. (Applicants who do not meet this requirement will be admitted to the examination, but they must secure the required license before they will be considered eligible for appointment.)</p> <p><b>And</b></p> <p><b>Experience:</b> One year of experience performing the duties of an operating room nurse. (Candidates who are within six months of completing the experience requirement will be admitted to the examination, but they must complete all requirements before they will be considered eligible for appointment.)</p> <p><b>Special Personal Characteristics:</b> Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; emotional stability; patience; tact; alertness; and keenness of observation.</p> <p><b>Special Physical Characteristics:</b> Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates and/or wards.</p> <p>Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.</p> <p><b>Applicants must show their Registered Nurse License number, title, and expiration date on their Examination Application (Std. Form 678).</b></p>
EXAMINATION PLAN	<p>This examination will consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</p>
ELIGIBLE LIST INFORMATION	<p>The resulting eligible lists will be established to fill vacancies for the Department of Corrections and Rehabilitation at the institutions listed. Names of successful candidates are merged into the lists in order of final scores, regardless of date. Eligibility expires <b>12</b> months after establishment, unless the needs of the service and conditions of the lists warrant a change in this period.</p>
POSITION DESCRIPTION AND LOCATION(S)	<p>A Surgical Nurse I, CF, under general direction in a State correctional facility, assists with operations; cares for surgical instruments and equipment and gives nursing care to pre-, intra- and postoperative patients of a State correctional facility; maintains order and supervises the conduct of inmates and/or wards and maintains the safety of persons and property; prevents escapes of and injury by persons committed to the California Department of Corrections and Rehabilitation to themselves or others or to property; maintains security of working areas and work materials; inspects premises and searches inmates and/or wards for contraband, such as weapons or illegal drugs; and performs other related work.</p> <p>Positions are located at the California Department of Corrections and Rehabilitation Institutions listed on the attached page.</p>
VETERANS POINTS/ CAREER CREDITS	<p>Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. Career credits will not be granted in this examination.</p>

**GENERAL INFORMATION**

**Applications are available at** Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and on line at [www.spb.ca.gov](http://www.spb.ca.gov).

**The Department of Corrections and Rehabilitation** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

**Examination Locations:** If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

**General Qualifications:** Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

GENERAL INFORMATION, CONTINUED

**Veterans Preference:** California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional** Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545  
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929  
[www.cdcr.ca.gov](http://www.cdcr.ca.gov)

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

Surgical Nurse I, CF .doc/a:/JRS Rev. 12/27/05

Positions are located at:

CALIFORNIA INSTITUTION FOR MEN  
P.O. BOX 128  
14901 Central Avenue  
Chino, CA 91710  
(909) 597-1821 EXT. 4440  
TDD: (800) 735-2922

CALIFORNIA MEDICAL FACILITY  
P.O. Box 2000  
1600 California Drive  
Vacaville, CA 95696-2000  
(707) 453-7082  
TDD: (800) 735-2922

CALIFORNIA MEN'S COLONY  
P.O. Box 8101  
Highway 1  
San Luis Obispo, CA 93409-8101  
(805) 547-7900 EXT. 7943  
TDD: (800) 735-2922

CALIFORNIA STATE PRISON,  
CORCORAN  
P.O. BOX 8800  
4001 King Avenue  
Corcoran, CA 93212-8309  
(559) 992-8800 EXT. 5009  
TDD: (800) 735-2922